

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Health	(2) MEETING DATE 6/5/2012	(3) CONTACT/PHONE Penny Borenstein (805) 781-5519	
(4) SUBJECT Request to approve a multi-year contract with Decade Software Company in the annual amount of \$70,475 for database services effective July 1, 2012 and continuing until June 30, 2015.			
(5) RECOMMENDED ACTION It is recommended that the Board approve a request for a multi-year contract with Decade Software Company in the annual amount of \$70,475 for database services effective July 1, 2012 and continuing until June 30, 2015.			
(6) FUNDING SOURCE(S) Fees / General Fund	(7) CURRENT YEAR FINANCIAL IMPACT \$70,475	(8) ANNUAL FINANCIAL IMPACT \$70,475	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A		(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001138		(14) W-9 <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
(15) LOCATION MAP N/A	(16) BUSINESS IMPACT STATEMENT? No	(17) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(18) ADMINISTRATIVE OFFICE REVIEW Reviewed by Leslie Brown			
(19) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Jeff Hamm, Health Agency Director
Penny Borenstein, MD, MPH, Health Officer

DATE: 6/5/2012

SUBJECT: Request to approve a multi-year contract with Decade Software Company in the annual amount of \$70,475 for database services effective July 1, 2012 and continuing until June 30, 2015.

RECOMMENDATION

It is recommended that the Board approve a request for a multi-year contract with Decade Software Company in the annual amount of \$70,475 for database services effective July 1, 2012 and continuing until June 30, 2015.

DISCUSSION

A Request for Proposal was issued in 1999 to select a vendor for Environmental Health database management. The successful respondent was the California Association of Environmental Health Administrators/Decade Software Company with a database product called Envision. The Board initially authorized the purchase of database services from Decade Software Company as a purchase order, for an annual cost of \$30,030. The Environmental Health Services division has renewed the agreement annually since that time. Original services provided included billing, permit tracking, inspection tracking and time tracking.

Since the installation and implementation of Envision, Environmental Health has increased its automation capability and has made greater use of the modules offered by Decade Software Company for its Envision product. The use of these modules has made it possible to realize efficiencies that have helped us keep up with increasing demand, meet regulatory requirements and provide valuable services to the public we serve. In addition to the use of these modules, Decade Software Company is hosting the data at a remote location reducing the need for Environmental Health to upgrade its server and provide staff hours to maintain and back up the data. The annual cost of \$70,475 now exceeds purchasing rules for expenditures under a purchase order; therefore, it has become necessary to enter into the above referenced contract with Decade Software Company.

Environmental Health utilizes four modules:

EnvisionConnect – The Envision product was upgraded and the name changed to EnvisionConnect in 2010 and continues to provide billing, permit tracking, inspection tracking and time tracking services.

EnvisionConnect Remote – This module allows electronic inspections using tablet computers. As a result, inspection time has decreased, data entry time has decreased and Environmental Health is able to more accurately track violations and make better management decisions regarding inspection priorities to include the modification of inspection frequencies and the implementation of risk based inspections.

EnvisionConnect Portal – This module has made it possible for Environmental Health to comply with regulatory mandates requiring all chemical inventories, emergency response plans and locations of chemicals at regulated facilities be reported electronically. This requirement shall be met by 2013. Currently, over 50% of all facilities who are required to provide this information electronically are utilizing the Portal.

EnvisionConnect Press Agent – This module allows Environmental Health to provide the results of retail food facility

inspections on the internet to the general public through the Environmental Health website.

OTHER AGENCY INVOLVEMENT/IMPACT

This contract has been approved by County Counsel as to form and legal effect.

FINANCIAL CONSIDERATIONS

The annual cost in FY 2011-12 with Decade Software Company is \$70,475. The annual cost of this contract in FY 2012-13 is \$70,475 and is included in the proposed budget. The total cost of the three year contract is \$211,425. Approval of this contract will have no impact on the department's adopted level of General Fund support.

RESULTS

The objectives of this database service are as follows:

- Provide accurate, reliable and timely data in order to provide for billing, time tracking, permit tracking and inspection tracking services.
- Allow for efficient use of Environmental Health staff.
- Comply with regulatory mandates.
- Provide the general public with timely reliable information regarding retail food facility inspections so they can make informed decisions about their choices for dining out.

This contract contributes to the Health Agency's mission as well as the County's desired result of a healthy community.

ATTACHMENTS

1. Contract with Decade Software Company